

ADVERTISEMENT

Post title	Relief Caretaker
Location	Waterton Academy Trust – various
Salary & Grade	G4 £18,795 FTE (£9.74 per hour, plus 12.5% holiday enhancement)
Hours	Relief hours, as and when required

Waterton Academy Trust is a group of 13 primary phase schools in the Wakefield and Barnsley area. As a growing organisation, Waterton Academy Trust's main aim is to ensure all children receive the education and learning facilities they deserve.

The Trust is seeking to appoint Relief Caretakers to join our dynamic Estates team, for both short-term and long-term opportunities. We are looking for someone who will 'take care' of our schools, and can have a flexible approach to working. The Trust would particularly like to hear from motivated individuals seeking a varied role which will offer opportunities to work in a range of settings. Opportunities for cover will be offered to the post holder as and when required.

Successful candidates will be part of the wider Trust Estates team and will benefit from being part of a supportive and collaborative group.

Duties will vary but may include:

- Opening, securing and safeguarding the premises and school grounds
- Daily cleaning hours and supervision of cleaning staff
- General maintenance jobs including painting and repair work of premises and the general upkeep of the school grounds
- Supervising all maintenance and improvement work taking place on the premises and within the school grounds
- Daily, weekly and monthly Health and Safety checks to be recorded in a timely manner
- To assist with Health and Safety reporting to the school and Trust
- Contribute at Health and Safety audits
- Key holding responsibilities, including potentially out of hours call outs
- Carry out security and safeguarding checks, including winter safety checks and gritting.
- Completion of Job Sheets for works required

In general, Waterton Caretakers work across a split working day, however hours and needs will vary with each placement.

We are looking for someone who:

- Is dependable, flexible and committed
- Is hard working and conscientious
- Has a 'can do' attitude
- Is willing to go above and beyond for the school and Trust community
- Has excellent interpersonal skills
- Has the ability to work on their own initiative with the minimum of supervision
- Can work as part of the whole school/Trust team
- Will remain calm under pressure

In return, we can offer:

- A supportive estates team
- The provision of high quality professional development
- Friendly colleagues who believe there are no limits to what we can achieve
- Rich and varied opportunities for innovative collaborative working with colleagues from across the Waterton family of schools
- Opportunities to develop existing skills and support other schools in areas of specialism

For further information please contact the Trust HR team on 01924 240767, or email hr@watertonacademytrust.org.

Completed application forms should be returned to Waterton Academy Trust, to hr@watertonacademytrust.org

This is an open vacancy with no fixed end date. Waterton Academy Trust reserves the right to withdraw this vacancy when a sufficient number of candidates have been appointed. Applications will be processed and interviews arranged as required.

The position is subject to the receipt of 2 satisfactory references and a clear enhanced DBS check which is completed by an online third party company.

Waterton Academy Trust is wholly committed to ensuring children and young people are fully supported and safe. We are dedicated to the safeguarding of all children and young people whilst promoting their welfare and expect all staff and volunteers to share this responsibility.